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DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

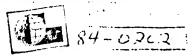
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1 0/00	RECEIVED	FORWARDED		die de Comment,	
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FORM 1-79



19 JAN 1984

MEMORANDUM FOR:	Director of Communications Director of Data Processing Director of Finance Director of Information Services Director of Logistics Director of Medical Services Director of Personnel Director of Security Director of Training and Education
FROM:	Executive Officer to the DDA
SUBJECT:	FY 1986 Standard Support Requirements
REFERENCE:	DA 1935 Program Standard Support Requirements
concept of apply Agency initiative the third year of to the formulas concept has been external, justifialways be subject of the review the	been advised by the Office of the Comptroller that the ing Standard Support Requirements (SSRs) to all new es will be used again in FY 1986. While this will be f utilizing the SSRs, we feel some minor adjustments and/or factors are required. Although the basic accepted by all of our reviewers, both internal and ication of the amounts of requested resources will to scrutiny. We, therefore, request that each eir methodology and resource needs with the thought of stify the SSRs to various reviewers.
the applicable p "pen and ink" ch footnote comment also includes la	ify this process, we request that you make a copy of ages of the 1985 Program SSR booklet and make only anges. Any substantial changes should be typed with a providing the justification for the change. This rge revisions in resource requests. The DDA/MS well neel service amounts if appropriate.
initiatives fail additional contra section of the b services section resource needs to	he SSR process in FY 85, it was found that most new ed to provide clear information about the number of acts that they would produce. Consequently, this pooklet was not applied. Therefore, the contractual (see pages 23-25 of reference) must be revised to tie to substantial increases in contractual service funds the number of additional contracts.

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in manpower in FY 1936. We, therefore, caution each office to pay

4. We feel that the Agency cannot expect further large increases

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particular attention to those other nonpersonnel-related factors that would provide you needed resources to continue the same services if additional nonpersonnel funds were received in other components' initiatives. As an example, more external research may not result in an increase of personnel, but could increase the processing and paying of more invoices.	^ 25X1
5. We expect relatively few changes this year to the SSR booklet and hope that in future years, only the resources requested and not	
the methodology will change. Please forward your revisions as soon as completed, so that we can start on various parts of the SSR booklet,	
but not later than 10 February 1984. If you have any questions or	0.5111
need further guidance, please contact	25X1
green) for assistance.	25X1
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